

**JEFFERSON PARISH FINANCE AUTHORITY
COMMITTEE MEETING MINUTES**

NAME OF COMMITTEE: Administrative Committee Meeting

PLACE OF MEETING: Jefferson Parish Finance Authority,

1221 Elmwood Park Boulevard, 5th Floor Suite 505, Jefferson, LA 70123

DATE OF MEETING: Monday, February 26, 2024

COMMITTEE ATTENDEES: Mr. Dennis DiMarco, Ms. Marcy Planer, Mr. Frank Muscarello,
and Mr. Gregory Faia

NON-COMMITTEE ATTENDEES: Ms. Lauren Ruppel

PURPOSE OF MEETING: The purpose of the meeting will be to discuss Mrs. Ruppel's Annual
Review and any other related matters therein.

TIME MEETING CALLED TO ORDER: 10:17 A.M.

DISCUSSION: The meeting was called to order at 10:17 am. Ms. Ruppel provided a copy of
her employment contract as well as a letter addressed to the Board of Trustees. The committee
reviewed the performance of the Executive Director while Mrs. Ruppel stepped out of the room
and was called back to discuss the committee's recommendations.

RECOMMENDATIONS TO FULL BOARD: The committee recommends a 5% merit increase
and recommends retroactively applying 5% cost of living increase that was approved in
Jefferson Parish on July 1, 2023.

TIME MEETING ADJOURNED: 11:36 am

APPROVED BY:

**Dennis DiMarco
Committee Chair**